



# WORK ORDER

**DELIVERY DUE DATE:** 10/30/23

Procurement Unit  
Tel No.: 045-606-8142/ 606-8157

Supplier : **RENZ ALBERT BAGS & SPORTSWEAR**  
Address : San Vicente, Tarlac City  
TIN : 223-392-277-000 Non-VAT  
Tel. No. : 0908-883-8540

Work Order No.: 2023-211  
Date : 10/6/2023  
JO No. : 2023-245  
Date : 9/20/2023  
Mode of Procurement: Small Value  
Mode of Payment: n/15

SIR/MADAM:

You are hereby advised to accomplish/deliver the following job/work within **Twenty (20)** calendar days upon receipt of the Work Order as per quotation submitted by you duly approved by the TSU Committee on Bids and Awards and the President of the Agency

QTY.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1	lot	<b>LABOR AND MATERIALS: TAILORING SERVICES</b> 1,270 pcs of Polo Shirt with Digital Print for the 117th Founding Anniversary 36 pcs XS 123 pcs Small 386 pcs Medium 440 pcs Large 191 pcs XL 68 pcs 2XL 21 pcs 3XL 1 pc 4XL 3 pcs 5XL 1 pc 6XL *****	762,000.00	<u>762,000.00</u>

(Please read carefully at the back hereof)

Charge to: 12-10110  
ROA No.: 2023-10-1012  
CONFORME & RECEIVE COPY:

*[Signature]* 10/10/23

**RENZ ALBERT BAGS & SPORTSWEAR**  
Firm/Dealer/Supplier/Contractor

Date

Bank Account Name: \_\_\_\_\_  
Bank Account Number: \_\_\_\_\_  
Bank Name: \_\_\_\_\_  
Bank Address: \_\_\_\_\_



FUNDS AVAILABLE:

JASPER A. YAUDER, CPA  
Budget Officer

APPROVED:

DR. GRACE N. ROSETE  
Vice President for Administration  
Authorized Official